

Family Development and Self-Sufficiency (FaDSS) Council

Draft Minutes

November 19, 2015

Polk County River Place – Conference Room 2 – 2309 Euclid Avenue – Des Moines, Iowa

Mission:

Improve the lives of families at risk of long-term welfare dependency or family instability by creating opportunities for self-sufficiency.

Council Members Present:	Council Members Absent:
Zebulon Beilke–McCallum – Domestic Violence Representative - Chairperson	Tiffany Vasey – Ia. Dept. of Human Services
Janet Melby – Iowa State University – Vice Chairperson	Michael Fleming – University of Northern Iowa
Stephanie Stebens – Citizen Member	
Heidi Wicks for Lori Adams – IA Workforce Dev.	Ex-Officio Members Absent:
Bill Brand – Iowa Department of Human Rights	Senator Mark Costello
Lance Roorda – Iowa Dept. of Public Health	Senator Mary Jo Wilhelm
Kelly Trave – Citizen Member	Representative John Wills
Rachael Scott – Business Representative	
Billie Marchik – University of Iowa	FaDSS Council Staff Present:
Tom Rendon – Iowa Department of Education	Angela Madison – IA Dept. of Human Services
Shawna Johansen – Business Representative	Kelly Davydov - Iowa Department of Human Rights
	Tim Fitzpatrick – Iowa Department of Human Rights
Ex-Officio Members Present	Lorie Easter – Iowa Department of Human Rights
Representative Marti Anderson	Marcia Thompson – Iowa Department of Human Rights
Others Present:	
Peg Ragner – Youth and Shelter Services	Anthony Santiago Diego – Iowa State University
Kristie Davidson - MATURA	Jeanie Running – Family Resource Center
Vickie Sible – Community Action of Eastern Iowa	Wendy Martinez – North Iowa Community Action
Brenda Fry – South Central Iowa Community Action Program	Becky Falck – Sieda Community Action
Julie Weber Davis – Four Oaks	Doug Stodgel – Polk County
Lucas Sulentic – Lutheran Services of Iowa	Rita Luder – Southeast Iowa Community Action
Patty Devine - Polk County	

1. Introductions - Chairperson

- Meeting was called to order at 11:10 by chairperson.
- Quorum was established.
- Ms. Melby introduced Dr. Anthony Santiago from Iowa State University as her guest.
- Mr. Beilke–McCallum welcomed Shawna Johansen to the FaDSS Council. She is representing the business sector.

2. Approval of the Agenda – Chairperson

Mr. Beilke–McCallum asked members to review the agenda and voice any additions or changes. There was none.

MOTION: Ms. Melby moved that the agenda be approved.

SECOND: Mr. Brand seconded the motion.

DISCUSSION: There was no discussion.

ACTION: All Council members voted aye. The agenda was approved.

3. Approval of the September 17, 2015, Council Minutes – Chairperson

Mr. Beilke–McCallum asked for a motion to approved the minutes of the September 17, 2015, meeting

MOTION: Ms. Wicks moved that the September 17, 2015, minutes be approved as submitted.

SECOND: Ms. Marchik seconded the motion.

DISCUSSION: There was no discussion.

ACTION: All Council members present voted aye. The minutes of September 17, 2015, were approved.

4. Council Representative's Updates – Chairperson

Mr. Beilke–McCallum asked if Council members had updates to provide to the meeting

- Lance Roorda – Public Health received word that Maternal, Infant, Early Childhood Conferencing grant is eligible to apply for \$5.7 million of formula funds. (Prior to this year it was mostly competitive, last year they didn't receive any competitive dollars.) This means they should be able to keep all of their ongoing projects/services throughout the next year.
- Tom Rendon – Early childhood positive behavioral interventions and supports state leadership team will be rolling out newly revised home visitation modules early next year, using the home visitation models of support for families.
- Heidi Wicks – IWD in partnership with DHS and Dept of Education and others are coming together to create a state plan for the workforce investment opportunity act. It should be out for public comment on November 30th.
- Zeb Beilke–McCallum – The Attorney General's office put out a new grant project with Victims of Crime Act Funds which usually only go to domestic violence programs but they are opening them up to non-profits organizations that provide services to victims of any violent crime.

5. IFDA Update – Wendy Martinez

- FaDSS Day on the Hill is scheduled for Wednesday, January 13, 2016 from 10:30 to 2:00. The theme is FaDSS Makes It Real
- The Southwest Region is in charge of the 2016 Retreat and it will be in Osceola, date to be announced later.

**6. Committee Updates – Lorie Easter
Outcomes Committee – Heidi Wicks**

- Heidi Wicks gave an overview of the Outcomes Committee's activities for the last year.
- Three subgroups were formed to work on different task
 1. Data collection, to streamline data collection methods in FaDSS program.
 2. MATRIX subgroup was to enhance/revise the self-sufficiency matrix.
 3. Assessment subgroup was to revise the assessment process from the recommendations from Hornby Zeller & Associates.

Recommendation of the Matrix Subgroup – Tim Fitzpatrick and Wendy Martinez

MOTION:

- The FaDSS Outcomes committee recommends that the Self Sufficiency Matrix and Domains be approved as a pilot project.
- DCAA staff, with assistance from the self-sufficiency matrix subgroup will work on an instruction manual and training for the self-sufficiency matrix.
- DCAA staff, with assistance from the self-sufficiency matrix subgroup will develop a pilot to test the self-sufficiency matrix prior to implementation.

SECOND: Rachael Scott seconded the motion.

DISUSSION: There was discussion around the education domain and others. Council members will be provided the opportunity for input on the Matrix. Any suggestions may be sent to Tim Fitzpatrick prior to the next council meeting along with any instructions

ACTION: All Council Members present voted aye. The motion carried.

Recommendation of the Data Collection Subgroup – Lorie Easter and Julie Weber Davis

MOTION

- The FaDSS program, beginning in program year 2017, will integrate all data collection into the web-based system. There will be one point to collect all the data in the FaDSS program.
- Data on the FaDSS Program Data Collection sheet will be the information collected for the FaDSS program. This does not include the matrix information. The matrix information will be integrated into the web-based system but recommendations will come from the Matrix subgroup.
- DCAA staff, with assistance from the data collection subgroup and Hornsby Zeller, will work on an instruction manual and training for the data collection for the program.

DISCUSSION: There was discussion about the security of the system. This system is on a state server and has to follow all security protocol. Each user will have to request access and be assigned a password and all security procedures are followed.

ACTION: There was no second for the motion. All Council Members present voted aye. The motion carried.

Recommendations Assessment Subgroup – Kelly Davydov and Tom Rendon

MOTION

- Adopt “Selected Assessment and Screening Tools” as the resource and guide used by FaDSS grantees to develop and implement local assessment and screening plans. The document sets forth a compilation of high-quality assessment and screening tools as well as a set of protocols to: 1) guide implementation of tools across local programs and 2) provide a mechanism for grantees to submit additional tools for approval and use in the FaDSS model.
 - a. Approve Appendix A, Assessment and Screening Protocol. The protocol details the following:
 1. All families participating in the FaDSS program will be assessed for general family functioning.
 2. All families participating in the FaDSS program will be screened for domestic violence.
 3. All FaDSS grantees will perform or obtain child development screening for program participants aged 0-3 and 4, screening of mental health, substance abuse, or other areas of focus will be implemented as outlined in each grantee’s approved application.
 - b. Approve Appendix B, Protocol for Submission and Review of Tools. The protocol details the process for submission of additional screening and assessment tools for approval and use in the FaDSS model.
- Reconvene the Assessment Subgroup one year after implementation (beginning of FY 18) to review the overall impact of the proposed changes to assessment and screening within the FaDSS model, both for local grantees and for families.

SECOND: Mr. Rendon seconded the motion.

DISCUSSION: There was discussion around the ethical issues of completing a mental health diagnostic tool. It was decided that tool would be removed from the guide. There was other discussion around the use of tools by home visitation programs and how they have been adapted to fit with the home visitation environment. It was stressed that all the tools in the guide have a minimum level of research or are shown to be valid for use in home visitation.

ACTION: All Council Members present voted aye. The motion carried.

7. FaDSS Grant Renewal Application – Tim Fitzpatrick

- The Grant Renewal Application is prepared every 3 years by the FaDSS Grantees
- In addition to reviewing agency grants every three years, the Council Grant Review Committee will also be responsible for reviewing the application Instructions. Every three years state staff will put together a draft of the application and have the Grant Review Committee review and make recommendations to the Council.
- The Application is the grantees plan to serve their families
- The assessment section, the vacancy plan and targets for program measure had the biggest changes from the last renewal application.

MOTION: Grant Review Committee recommends approval of the Grant Renewal Application and Instructions as amended.

ACTION: All Council members present voted aye. The motion passed.

8. FaDSS FY 15 Onsite Reviews – Kelly Davydov

- A summary report was distributed along with a copy of the FaDSS standards.
- Each grantee receives an onsite review each year.
- On-site visits were explained.
- Positive trends, challenging trends, and future plans were explained.
- Copies of full on-site reviews for any specific grantee/grantees can be requested from FaDSS staff.
- In FY 16 we will be working with grantees on the FaDSS standards during the on-site reviews.

9. FaDSS 15 Annual Report – Lorie Easter

- FY 15 FaDSS Annual Report was distributed to FaDSS Council
- 3,311 families were served by FaDSS, including 5,819 children
- FaDSS families earned a total wage of \$5,188,485 which resulted in a FIP savings of \$1,529,222
- The annual report is available on the DHR/DCAA/FaDSS web-site
- Lorie shared a short success story from Four Oaks

**10. Staff Updates
Trainings**

- A webinar training on the grant application will be held
- April 25-27, 2016 will be Prevent Child Abuse Iowa and Family Support Conference
- June 14-16, 2016 will be the ICAA Annual Conference
- A capacity and transition retreat with FaDSS coordinators was held in October- results will be discussed at the March, 2016 FaDSS Council meeting.

11. Other Business

- None mentioned

12. Next Meeting

The next meeting will be held on March 24, 2016, at 11:00 a.m. at Polk County River Place, Room 1A, Des Moines, Iowa

13. Adjournment

With no further business to discuss, Mr. Beilke–McCallum asked for a motion to adjourn the meeting

MOTION: Mr. Rendon moved that the meeting adjourn.

SECOND: Ms. Wicks seconded the motion.

ACTION: The meeting adjourned at approximately 1:03.

Respectfully submitted,

Marcia Thompson